BANGALORE ELECTRICITY SUPPLY COMPANY LIMITED

(A Govt. of Karnataka Undertaking)

Tender enquiry No.: BESCOM/2023-24/SE0105 date: 12.02.2024

REQUEST FOR PROPOSAL (RFP)

FOR

"Project Management Consultancy services to BESCOM for implementation of Upgradation of DAS in Bengaluru city Project"

ISSUED BY

General Manager (DAS, SG & TIC)
BICC-1, 23rd Main, 17th cross, 2nd sector, HSR Layout, Bangalore - 560102

E-mail: gmdas@bescom.co.in

Phone: 080-22586356, 9448279010

SECTION 4: FORMS & ANNEXURES

4.1 Form: 1 Bidder's Organization Details

(To be furnished on the Letterhead of the Firm/Company)

Sl. No.	Particulars	Details
1	Name of the Bidder organization	
2	Address of the Bidder (Documentary Evidence as per KYC needs to be attached)	
3	Status of the Company (Public Ltd/Pvt. Ltd) (Documentary Evidence needs to attached)	
4	Details of Incorporation of the Company (Documentary Evidence needs to be attached)	Date: Ref. #
5	Details of Commencement of Business (Documentary Evidence needs to be attached)	Date: Ref. #
6	Valid Sales tax registration no. (Documentary Evidence needs to attached)	
7	Valid Service tax registration no./GST Registration Certificate (Documentary Evidence needs to attached)	
8	Permanent Account Number(PAN) (Documentary Evidence needs to attached)	
9	Name & Designation of the contact person to whom all references shall be made regarding this tender	
10	Telephone No.(with STD Code)	
11	E-Mail of the contact person:	

Sl. No.	Particulars			Details
12	Mobile No.			
13	Website			
14	Financial Details (as per audited Balance Sheets) (Documentary Evidence needs to attached)			
15	Year	**2020-2021**	**2021-2022**	**2022-2023**
16	Net Worth			
17	Turn Over			

Yours faithfully,

Authorized Signature [In full and initials]

Name and Title of Signatory:

Company Name: Company Seal

Address:

Place:

Date

4.2 Form: 2 – Proforma of Bank Guarantee For Contract Performance

(To be Furnished on Non-Judicial Stamp Paper of value Rs. 200/-, Stamp Paper should be in the name of the issuing Bank)

Bank Guarantee no…… Date: / /

To,

The General Manager (Ele..),
BESCOM, BICC-1, 23rd Main,
17th cross, 2nd sector, HSR
Layout, Bangalore - 560102,
Karnataka, India

Dear Sir,

In consideration of Bangalore Electricity Supply Company Limited (Here in after referred to as the 'BESCOM' which expression shall unless repugnant to the context or meaning thereof, include it successors, administrators and assignees) having awarded to M/s ……[Firm's Name] ……with its Registered/Head Office at…… (Herein after referred to as the 'Firm'), which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assignees), a Contract by issue of BESCOM's Letter of Intent No……dated……and the same having been unequivocally accepted by the Firm, resulting in a Contract dated ……valued at…… [Contract sum in figures and words] for…….[Scope of Work] and the Firm having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract equivalent to ten percent (10%) of the Contract Price of the aforesaid work under the Contract to BESCOM.

We…… [Name & Address of the Bank]…… having its Head Office at…… (hereinafter referred to as the 'Bank', which expression shall, unless repugnant to the context of meaning thereof, include its successors, administrators, executors and assignees) do hereby guarantee and undertake to pay BESCOM, on demand any and all monies payable by the Firm to the extent of ……. * as aforesaid at any time up to……** [days/month/year] without any demur, reservation, contest, recourse or protest and/or without any reference to the Firm.

Any such demand made by BESCOM on the Bank shall be conclusive and binding notwithstanding any difference between BESCOM and the Firm or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. The Bank undertakes not to revoke this Guarantee during its currency without previous consent of BESCOM and further agrees that the Guarantees herein contained shall continue to be enforceable till BESCOM discharges this Guarantee or till ……[day/month/year] whichever is earlier.

BESCOM shall have the fullest liberty, without affecting in any way the liability of the Bank under this Guarantee, from time to time to extend the time for Performance of the Contract by the Firm. BESCOM shall have the fullest liberty, without affecting this Guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Firm, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between BESCOM and the Firm or any other course or remedy or security available to BESCOM. The Bank shall not be released of its obligations under these presents by any exercise by BESCOM of its liberty with reference to the matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of BESCOM or any other indulgence shown by BESCOM or by any other matter or thing whatsoever which under law would, but for this provision have the effect of relieving the Bank.

The Bank also agrees that BESCOM at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the Firm and notwithstanding any Security or other Guarantee that BESCOM may have in relation to the Firm's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs…… and it shall remain in force up to and including ……and shall be extended from time to time for such period (not exceeding one year), as may be desired by M/s ……on whose behalf this Guarantee has been given.

Our liability under this Bank Guarantee shall not exceed…….

This Bank Guarantee shall be valid up to and including……

We are liable to pay the guaranteed amount or any part thereof under this Bank

Guarantee only and only if BESCOM serve upon Bank a written claim or demand within ninety (90) calendar days from the above mentioned expiry date of validity or, from that of the extended date.

Dated this…… day of …….. at……..

WITNESS

……	……
(Signature)	(Signature)
……	……
(Name)	(Name)
……	……
(Official Address)	(Designation with Bank Stamp)

……

Attorney as per Power of Attorney No ……

Date ……

NOTE:

* This Sum shall be ten percent (10%) of the Contract Price.

** The date will be ninety (90) days after the completion of contract Period as specified in the Contract.

Details of BESCOM's Bank:

- **Name of the Bank: CANARA BANK**
- **Address of the branch: No 628,629, 3rd Block, Rajajinagar, Bangalore - 560010**
- **IFSC Code: CNRB0000411**

4.3 Form: 3 Declaration on Not Being Blacklisted

(To be furnished on Non-Judicial Stamp Paper of value Rs.200/-, duly notarized)

To,

The General Manager (DAS, SG & TIC)
BESCOM, BICC-1, 23rd Main,
17th cross, 2nd sector, HSR
Layout, Bangalore – 560102,
Karnataka, India

Dear Sir,

We confirm that our company,

1. Has not made misleading or false representations in the forms, statements and attachments submitted in the proof of the qualification requirements; and /or
2. Has no record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.; and/or
3. Not Participated in the previous tender for the same work and had quoted unreasonably high tender prices and could not furnish rational justification and /or
4. Is not Black-Listed due to non-performance in execution of works by any Public Electrical Utility/Govt. utility and /or
5. Defaulted/ short closed due to non -performance in execution of works against the order placed any Public Electrical Utility/Govt. utility

in the last five years (2018-19 to 2022-23) and up to date of bid submission.

It is hereby confirmed that I/We are entitled to act on behalf of our company/ corporation/firm/ organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Signature
Name & Designation

For and on behalf of (Name of Applicant or Bidder)

Company Seal:

Place:
Date:

4.4 Form: 4 Declaration of Acceptance of Terms and Conditions in RFP

(To be furnished on the Letterhead of the Firm/ Company)

To,

The General Manager (DAS, SG & TIC)
BESCOM, BICC-1, 23rd Main, 17th cross,
2nd sector, HSR Layout, Bangalore – 560102,
Karnataka, India

Sub.: "Project Management Consultancy services to BESCOM for implementation of Upgradation of DAS in Bengaluru city Project"

Dear Sir,

I have carefully gone through the Terms & Conditions contained in the tender documents pertaining to Tender no. BESCOM/2023-24/SE0105 date: 12.02.2024 for "Project Management Consultancy services to BESCOM for implementation of Upgradation of DAS in Bengaluru city Project".

I declare that all the provisions of this RFP/Tender Document are acceptable to my company and we will provide the services in compliance to the tender conditions. I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration.

Yours faithfully,

Authorized Signature [In full and initials]

Name and Title of Signatory:

Company Name: Company Seal

Address:

Place:

Date:

4.5 Form: 5 Letter of Proposal Submission

(To be furnished on the Letterhead of the Firm/ Company)

To,

The General Manager (DAS, SG & TIC)
BESCOM, BICC-1, 23rd Main, 17th cross,
2nd sector, HSR Layout, Bangalore – 560102,
Karnataka, India

Dear Sir,

We, the undersigned hereby submit our offer for "Project Management Consultancy services to BESCOM for implementation of Upgradation of DAS in Bengaluru city Project" for the duration of Ten (10) Months, in accordance with your Tender no. BESCOM/2023-24/SE0105 date: 12.02.2024. We are hereby submitting our Proposal, which includes.

a) Financial Proposal
b) Technical Proposal
c) EMD of the prescribed amount (paid online as defined in the e-Procurement platform)
d) Bid processing fee of the prescribed amount (paid online as defined in the e-Procurement platform)

We hereby submit our Bid and undertake to keep our Bid Valid for a period of 180 Days from the date of opening of Bid. We hereby further undertake that during said period we shall not vary/alter or revoke our Bid.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the price bid. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiation s, up to expiry of the validity period of the bid.

We agree to abide by this bid, which consists of this letter for a period of 180 days from the date fixed for submission of bids as stipulated in the bidding documents, and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until a formal contract is prepared and executed between us, this bid together with your written acceptance thereof and your notification of award shall

constitute a binding contract between us.

If our bid is accepted, we undertake to provide a performance security in the form, in the amounts, and within the times specified in the bidding documents.

We understand you are not bound to accept any Proposal you receive.

Yours faithfully,

Authorized Signature [In full and initials]
Name and Title of Signatory:
Company Name: Company Seal:
Address:
Place:
Date:

4.6 Form: 6 PROFORMA OF CONTRACT AGREEMENT

(To Be Executed on Non-Judicial Stamp Paper of value Rs. 1000/-)

The format and content of the contract agreement will be shared along with the Letter of Intent to the successful bidder.

4.7 Form 7 - Curriculum Vitae (CV) of the Personnel

(To be furnished on the Letterhead of the Firm/ Company)

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1. **Proposed Position** [*only one candidate shall be nominated for each position*]:

2. **Name of Firm** [*Insert name of firm proposing the resources*]:

3. **Name of Staff** [*Insert full name*]:

4. **Date of Birth**: **Nationality**:

5. **Education** [*Indicate college/ university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment*]: (mandatory)

6. **Total No. of years of experience**: (mandatory)

7. **No .of projects handled related to SCADA/ADMS** (mandatory)

8. **Details of Involvement in Projects** *(only if involved in the same)*:

9. **Total No. of years with the firm**:

10. **Areas of expertise and no. of years of experience in this area (as required for the Profile - mandatory)**

11. **Certifications and Trainings attended:**

12. **Languages** *[For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]***:**

13. **Membership of Professional Associations:**

14. **Employment Record** [*Starting with present position and last 2 firms, list in reverse order, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.*]: From (Year): To (Year):

Positions held: **Detailed Tasks Assigned** *[List all tasks performed under this assignment]*	**Relevant Work Undertaken that Best Illustrates the experience as required for the Role (provide maximum of 6 citations of 10 lines each)** (*Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed and as required for the role as listed in 'List of the professional positions whose CV and experience would be evaluated')* Name of assignment or project: Year: Location: Company: Main project features: Positions held: Value of Project (approximate value or range value): _____ Activities performed:

15. **Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, from the assignment if engaged.

(Signature of staff member and authorized representative of the staff)

Day/Month/Year

Full name of Authorized Representative: _____

4.8 Form 8: Proposed Approach & Methodology

Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present Approach and Methodology divided into the following sections:

a) Understanding of the project
b) Technical Approach and Methodology
c) Organization Capabilities
d) Team To be Deployed
e) Expertise of Supervisory Control and Data Acquisition (SCADA)-Distribution Management System (DMS)-Outage Management System (OMS) project and Field automation project
f) Proposed Project Plan
g) Risk assessment & mitigation plan
h) Critical Success Factor
i) Unique Value Proposition
j) How the consultant plans to assess efficacy of the training programs conducted by the System Integration
k) Knowledge transfer to BESCOM upon exit

Note: The presentation shall be delivered mandatorily by the Team/Consultants proposed for this project.

Technical Approach and Methodology

You should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities, obtaining the expected output, and the degree of detail of such output.

You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.

Note: Schedule for presentation of the proposal to BESCOM will be intimated to the bidders vide email after opening of technical bids.

4.9 Form 9: NO DEVIATION CERTIFICATE

(To be furnished on Bidder's Letterhead)

Bidder's Name & Address:

To,

The General Manager (DAS, SG & TIC)
BESCOM, BICC-1, 23rd Main, 17th cross,
2nd sector, HSR Layout, Bangalore –
560102, Karnataka, India

Dear Sir,

Sub: Confirmation for "No Deviation" in Technical / Commercial terms & conditions of Tender Enquiry No.: BESCOM/2023-24/SE0105 date: 12.02.2024.

With reference to our Bid Proposal No…… dated …… for ……, we hereby confirm that we have read the provisions of the Contract, the stipulation of these Clauses are acceptable to us and we have not taken any deviation whatsoever to any of the Clauses.

We further confirm that any deviation to the above Clauses found anywhere in our Bid Proposal, implicit or explicit, shall stand unconditionally withdrawn, without any Cost implication whatsoever to.

(Signature)……

(Name)……

(Designation)……

(Company Seal)……

Date:
Place:

4.10 Form 10: Undertaking for Various Information Furnished

(To Be Executed on Non-Judicial Stamp Paper of value Rs. 200/-, duly notarized)

Bidder's Name & Address:

To,

The General Manager (DAS, SG & TIC)
BESCOM, BICC-1, 23rd Main, 17th cross,
2nd sector, HSR Layout, Bangalore –
560102, Karnataka, India

Dear Sir,

Sub: Undertaking for various information against Bid Enquiry No.: BESCOM/2023-24/SE0105 date: 12.02.2024.

We hereby confirm that that all the information against this bid and all other Certificates etc. furnished are correct and if in future BESCOM discovers that any information furnished is not true, same may lead to the rejection of our bid or termination of contract.

(Signature).....

(Name).....

(Designation).....

(Company Seal).....

Date:
Place:

4.11 Form 11:Non-Disclosure Agreement

The format and contents of the NON-DISCLOSURE AGREEMENT FOR SHARING RESTRICTED / PRIVATE / CONFIDENTIAL / SENSITIVE DATA will be shared by successful bidder along with letter of Intent (LOI).

4.12 Form 12: Self-declaration by HR head of the Bidder's company

(To be furnished on Bidder's Letterhead)

Bidder's Name & Address:

To,

The General Manager (DAS, SG & TIC)
BESCOM, BICC-1, 23rd Main, 17th cross,
2nd sector, HSR Layout, Bangalore –
560102, Karnataka, India

Dear Sir,

Sub: Number of employees working in the company.

We hereby confirm that …… numbers (at least 50Nos) of full time employees are working in the consulting division / business unit located at ……. And are on the payroll.

(Signature of HR head of the company)……

(Name)……

(Designation)……

(Company Seal)……

Date:
Place:

4.13 FORM 13: PROFORMA OF SELF DECLARATION FOR BORDER SHARING OR NOT SHARING BY BIDDERS

(To be furnished on the Bidder's Letter Head)

Ref …… Date …….

To,
The General Manager (Ele.) DAS,
BESCOM BICC-1, 2nd Sector 24th Main,
17th Cross, HSR layout
Bangalore – 560 102

Dear Sir,

I*/We* have read and examined the requirements of Bid Documents relating to the Tender Enquiry No: ……. (full scope of Work).

I*/We* hereby undertake to declare that (Applicable in case of Bidders from Countries not sharing Border with India)

I*/We* have read the clause regarding restrictions on procurement from a Bidder of a country which shares a land border with India;

I*/We* certify that ……(Bidder) is not from such a country which shares a land border with India.

I hereby certify that our bid fulfils all requirements in this regard and is eligible to be considered.

OR

I*/We* hereby undertake to declare that (Applicable in case of Bidders from Countries sharing Border with India)

I*/We* have read the clause regarding restrictions on procurement from a Bidder of a country which shares a land border with India;

I*/We* certify that ……(Bidder) is from such a country which shares a land border with India and has been registered with the Competent Authority.

I hereby certify that our bid fulfills all requirements in this regard and is eligible to be considered and also evidence of valid registration issued by the Competent Authority is uploaded.

This undertaking is in consideration of BESCOM agreeing to open my/our Bid, consider and evaluate the same for the purpose of DWA as per conditions in the bid documents.

Date: Signature along with Seal of Co. …….

(Duly authorised to sign the Tender On behalf of the Bidder)

Name ……

Designation ……

Name of Co …… (in Block Letters)

*Strike out whichever is not applicable.

Please Note: Among the above two declarations, only one which is applicable is to be declared

4.14 **FORM 14: POWER OF ATTORNEY**

(On Non-Judicial Stamp Paper of appropriate Value)

We..... (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr/ Ms (name), ... son/daughter/wife of ..... and presently residing at ....., who is presently employed with us and holding the position of ..... , as our true and lawful attorney (hereinafter referred to as the "Authorized Signatory") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our application for pre-qualification and submission of our bid to the GENERAL MANAGER (DAS), BESCOM (the "GENERAL MANAGER (DAS), BESCOM herein after refer to as the CLIENT") including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Pre-Bid Conference and other meetings and providing information/ responses to the CLIENT, representing us in all matters before the CLIENT, signing and execution of all contracts and undertakings consequent to acceptance of our bid, and generally dealing with the CLIENT in all matters in connection with or relating to or arising out of our bid for the said Assignment and/ or upon award thereof to us.

AND we hereby agree to ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorized Signatory in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, ..., THE ABOVE NAMED IN PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ....., 2024

Specimen Signature of Attorney Holder

..... (Name)

For and on behalf of

Common Seal of the above Manufacturer / Bidder

Has been affixed thereunto,

in the presence of.

WITNESSES: 1. Signature .....

Name.. .....

Designation ....

Occupation .....

4.15 FORM 15 Format for uploading annual turnover information

(IN FIRM/COMPANY LETTER HEAD)

IMPORTANT: TO BE UPLOADED IN E-PROCUREMENT PORTAL

Bidder's Name & Address:

To, The General Manager (Ele.) DAS,

BESCOM BICC-1, 2nd Sector 24th Main,

17th Cross, HSR layout

Bangalore – 560 102

This is to certify that the annual turnover furnished by << COMPANY NAME >> for for the last Three (3) financial years (i.e. FY 2020-2021, FY 2021-2022, FY 2022-2023). is as below. This is as per the Statement of Accounts which has been duly verified by me and found correct.

Financial Year	Total turnover of the company in Lakhs
2020-2021	
2021-2022	
2022-2023	

Place:

Date:

Seal and Sign of Chartered Accountant

4.16 Annexure: Abbreviations

ABBREVIATION	MEANING
BDS	BID DATA SHEET
BESCOM	BANGALORE ELECTRICITY SUPPLY COMPANY LIMITED
BG	BANK GUARANTEE
CV	CURRICULUM VITAE
DWA	DETAILED WORK AWARD
ECS	ELECTRONIC CLEAREANCE SERVICE
EMD	EARNEST MONEY DEPOSIT
GCC	GENERAL CONDITIONS OF CONTRACT
GM	GENERAL MANAGER
GoI	GOVERNMENT OF INDIA
GoK	GOVERNMENT OF KARNATAKA
GST	GOODS AND SERVICES TAX
IST	INDIAN STANDARD TIME
INR	INDIAN RUPEE
ITB	INSTRUCTIONS TO BIDDERS
LoI	LETTER OF INTENT
NEFT	NATIONAL ELECTRONIC FUNDS TRANSFER
NIT	NOTICE INVITING TENDER
PBG	PERFORMANCE BANK GURANTEE
PQR	PRE QUALIFYING REQUIREMENT
RFP	REQUEST FOR PROPOSAL
SLA	SERVICE LEVEL AGREEMENT